

Queen's Medicine



Aesculapian Society

AGENDA
AS Council Meeting
Wednesday, October 21st, 2020, 5:30PM
Virtual Meeting

1. Opening of the meeting
2. Motion to start the meeting
3. Land Acknowledgement
4. Motion to adopt the agenda
5. Approving last meeting's minutes
6. Lectureship Awards – Joseph Samuel
7. Past president's report – Danny Jomaa
8. President's Report – Tony Li
9. Financial report and 2020-2021 Budget – Kiera Liblik
10. AS Committee Reports – Tony Li
11. Installation of Officers-Elect
12. Amendments to the constitution
 - Proposed motion (a): Motion to Amend the Duties of Officers to Update Training Requirements
 - Proposed motion (b): Motion to Add the Role of Equity Officer Junior
 - Proposed motion (c): Motion to Add an Equity Committee
 - Proposed motion (d): Motion to Amend the Duties of the Equity Officer, Senior
 - Proposed motion (e): Motion to Amend the Role of Student Representatives to the Admissions Committee
 - Proposed motion (f): Motion to Add Ex-Officio Positions to Non-Elected Offices
 - Proposed motion (g): Motion to Add Chair's Privilege to Governance Committee
 - Proposed motion (h): Motion to Amend the Duties of the University Affairs Officer, Senior
 - Proposed motion (i): Motion to Increase Transparency of the First Year Class Council Budget
 - Proposed motion (j): Motion to Increase Transparency of the Second Year Class Council Budget
 - Proposed motion (k): Motion to Increase Transparency of the Clerkship Class Council Budgets
13. AS Council Honorary Council President Selection Policy Statement
14. Question and answer Period
15. Motion to end meeting

MEETING MINUTES

1. Opening of the meeting

- Members in attendance (24 voting, 2 non-voting)
 - i. Marielle Balanaser
 - ii. Tony Li
 - iii. Danny Jomaa
 - iv. Zahra Haq
 - v. Joseph Samuel
 - vi. Linda Archila
 - vii. Pedram Akbari
 - viii. Jessica Ho
 - ix. Avneesh Banghu
 - x. William Khoury
 - xi. Christine Moon
 - xii. Jenn Campbell
 - xiii. Alison Ross
 - xiv. Iku Nwosu
 - xv. Darwin Kimal
 - xvi. Victoria Lee-Kim
 - xvii. Rae Woodhouse
 - xviii. Angie Salomon
 - xix. Kiera Liblik
 - xx. Rebecca Ng
 - xxi. Aceel Hawa
 - xxii. Ciara Morrison
 - xxiii. Jamal Tarrabain
 - xxiv. Molly Cows
 - xxv. Bahar Entezari
 - xxvi. Adriyan Hrycyshyn
 - xxvii. Sloane Kowal
 - xxviii. Mary Foley

3. Land Acknowledgement

4. Motion to start the meeting

- a. Kiera Liblik, William Khoury
- b. Meeting called to order at 5:34PM

5. Motion to adopt the agenda

- a. Tony Li, Joseph Samuel

6. Approving last meeting's minutes

- a. Angie Salomon, Kiera Liblik

7. Lectureship Awards – Joseph Samuel

- a. Term 4B AS Lectureship Awards presented to Dr. Christine Law and Dr. Lysa Lomax
- b. Term 2B AS Lectureship Awards Presented to Dr. Robert Connelly and Dr. Michell Gibson
 - i. Dr. Gibson: Thank you, students in first and second year, for being very engaged and making online learning easier than anticipated
 - ii. Dr. Connelly: Congratulations to my fellow faculty, I am very thankful and honoured to be here among you all
 - iii. Dr. Lomax: Thank you all, I really appreciate this!
 - iv. Dr. Law: Thank you all, I was very surprised, especially having just taken on ophthalmology for the first time this year; and thank you students, for working with us through these online lectures

8. Past President's Report – Danny Jomaa

- a. Will be talking about the work that has happened between spring AGM and now
- b. Moved second year class council elections to the winter semester
 - i. Very smooth and successful election period
- c. Healthcare Students for Healthcare Providers, in collaboration with OT/PT and Nursing
 - i. Helped healthcare providers in the community with new tasks pertaining to the pandemic
- d. Worked with CFMS to advocate for more student involvement in COVID-related changes to MedED delivery/timelines
- e. Class councils did a great job planning social and wellness events
- f. Shared a Commitment to Action on Anti-Black Racism
 - i. Developed and shared the Report and Demands to the Admissions Committee
 - ii. Created the AS Student Rep to Admissions Committee role
 - iii. Established annual anti-racism training for student leadership
 - iv. Establishing an advisory/feedback group to hold the Admissions Committee accountable to the AS Report
 - v. More is to come
 - vi. Thanks to all the students that have put in time and energy over the summer to provide their feedback, input to make this possible
- g. Congrats and good luck to new and incoming AS and Class Councils! Previous councils are here to provide you support

9. President's Report – Tony Li

- a. Welcome to the AGM!
- b. This year's primary goals:
 - i. A positive dynamic – AS, Class Councils, student body
 - ii. Solidify existing projects and work on that's continuing from last year as best as we can
 - iii. Laying groundwork for future initiatives
 - iv. Remaining nimble
- c. Completed work
 - i. AS and Class councils filled
 - ii. Changes to admissions process ongoing

- iii. Created change to selection of Honorary President
 - iv. Student rep to admissions committee role created
 - d. Plan for 2020-2021: Advocacy
 - i. Advocacy on C2022 CaRMS Timeline: ensure sufficient time for electives and career exploration
 - ii. Advocacy on ensuring sufficient clinical experience preparation within public health guidelines
 - iii. Continued advocacy around improving equity, diversity, and inclusion in the medical admissions process
 - iv. Continued advocacy for anti-racist curricular reform
 - v. Continuation of working group with other MedSoc Presidents to advocate to UGME Deans to reduce costs associated with visiting electives when returned
 - e. Plan for 2020-2021: AS
 - i. Accountability and integration of equity, diversity, and inclusion
 - ii. AS Communication: Improvements to outlets (website, social media, emails) to better communicate pertinent information
 - iii. Non-Academic Losses in Growth from COVID-19
 - iv. Strengthen interprofessional collaborations
 - v. Constitution: streamline to be a more functional resource and ensure it's updated with recent changes
 - f. Feel free to contact me and attend AS councils!
- 10. Financial report and 2020-2021 Budget – Kiera Liblik
 - a. Review of 2019-2020 AS Operating Budget Overview
 - i. There is some excess funding largely for the gym plaque, to be used soon (long wait due to COVID-related restrictions)
 - ii. Some surplus from SLPs – will decide where they will be spent (this year or next)
 - iii. Some surplus from BAMS – carried over to this year's budget
 - iv. Class transfer completed successfully
 - b. This year's budget
 - i. \$4.75 per student in years 1-3, the rest is for 4th year students
 - ii. Career exploration grant was formerly interest group funding
 - iii. Global health, wellness, athletic, and SLP lines are savings lines for different projects
 - c. 2019-2020 Dean's Fund Budget Overview
 - i. Spent 76% (lower than usually due to COVID; usually around 85-90%; will aim for that this year)
 - ii. Social unspent due to COVID
 - iii. OMSW bus almost fully covered by OMSA
 - iv. Mentorship funding largely affected by COVID
 - v. MedLaw used well last year
 - 1. MVN cancelled due to COVID
 - vi. ASIST was cancelled
 - vii. CFMS line was cancelled due to cancellation of spring general meeting
 - d. 2020-2021 Dean's Fund Budget Overview

- i. Will get same funding as usual
 - 1. Money reallocated from a few lines (e.g. MedLaw) to mentorship events (from fall to spring), ASIG, equity budget (\$600; new!), social (cross-country winter ski event), global health American Sign Language workshop, athletics (subsidized first year intramural shirt, inter-year games in winter/spring), wellness (online yoga, wellness events...)
 - e. 2020-2021 AS Operating Budget
 - i. Lots of carry-over from last year
 - f. Thank you, let me know if you have any questions!
 - g. Try to spend your money well
- 11. AS Committee Reports – Tony Li
 - a. Academic Affairs and Finance
 - i. Managing adjustments from COVID-19; virtual learning and clerkship
 - ii. Integrating clerkship representation onto UGME committees
 - iii. Development of 5-year follow-up survey for QMED graduates
 - iv. Flex time approved for terms $\frac{3}{4}$
 - v. Organized admissions
 - vi. Met with Dr. Flyn to discuss budget (approved)
 - vii. Allocated Dream Fund; finalized work on kitchenette and KGH gym
 - viii. Oversaw CEG and ASIG funding
 - b. External and University Affairs
 - i. Increasing engagement with CFMS and OMSA
 - ii. Municipal Day of Action: Queens first annual MDoA took place on the issue of Water Fluoridation
 - iii. Continue refining communication of OMSA/CFMS updates to Queens students
 - iv. Common calendar for all deadlines (collated from CFMS, OMSA and AS events)
 - v. Streamlined integration to SGPS following 2019 Referendum
 - vi. Third annual interprofessional MedLaw mingler
 - vii. Updating of the QMed Incoming Student Handbook
 - viii. Expanding interprofessional relations and representation at university level
 - c. SIRO and Global Health
 - i. Six new Interest Groups and piloted IG exec training online
 - ii. Facilitation of changes to interest group functioning due to COVID-19
 - iii. Supporting groups to provide student experience during pandemic
 - iv. Organized and managed launch of new AEP: Medical Student Scholar Certificate
 - v. Report on student opinions of changing Medical Student Research Symposium date
 - vi. Organize summer research experience "carousel" for Fall 2020Held the 19th annual Health and Human Rights Conference focusing on environmental health
 - vii. Organized expanded global health population clinical skills sessions

- viii. Held land acknowledgement workshops
- ix. Organized a local day of action
- d. Athletics and social
 - i. Expanded access to QMed yoga by allowing clerks to share spots
 - ii. Grew MedLaw games to raise the most money in QMed history
 - iii. Worked to put more emphasis on social aspect of athletic events
 - iv. Successfully completed this year's AS clothing sale and made adjustments to available items
 - v. QMed Ski Trip - coordinated with the travel company to ensure the bus did not take as long as last year and that all lift passes were available to students upon arrival
 - vi. QMed Clothing Sale
 - vii. Being Social From a Distance - worked with other council members
 - viii. Adapting to COVID-19
- e. Equity and Wellness
 - i. Codification of the equity in elections statement
 - ii. Anti-racism training for AS Council and Class Council
 - iii. AS Report and Demands to the School of Medicine Admissions Committee
 - iv. Student Representative Role to Admissions Committee created
 - v. Wellness Week 2019, Wellness Month 2020, Wellness Week 2020
 - vi. SWEAT Lunches, Free Massages, Earn Your Name, Mental Health Open Mic, Confidentials
 - vii. Warm Fuzzies, Being Social From a Distance with QMed Facebook Group, and Friday Fitness (Zoom/Online workouts)
 - viii. Plans: preclerkship confidential, yoga sessions, peer support training program
- f. Internal Affairs and Communications
 - i. Mentorship group successes – adaptation to COVID-19
 - ii. Re-structured and established a new Awards Committee
 - iii. Reorganized the qmed.ca website to make student opportunities and resources more accessible
 - iv. Worked with social and athletics officers to support events through online sales
 - v. Active use of QMed_AS Twitter account to share AS updates and student news and advocate on AS commitment to action on anti-Black racism as well as admissions changes
 - vi. Creation of bi-weekly graphics following council meetings to highlight major discussion points
- g. Governance
 - i. Successful Spring and Fall Elections for AS Council and Class Council
 - ii. QMed elected 60+ students to leadership roles on AS Council and Class Councils Streamlined the constitution by moving key sections to policy statements
 - iii. Creation and passing of Student Representative Role Policy Statement

- iv. Maintaining and updating AS Historical Document and AS Constitution (at this meeting)

h. Thank you!

12. Installation of Officers-Elect

- a. Welcome to new members of AS Council!
 - i. VP External, Jr: Jamal Tarrabain
 - ii. University Affairs Officer, Jr: Aceel Hawa
 - iii. Global Health Liaison, Jr: Rebecca Ng
 - iv. Treasurer: Ciara Morrison
 - v. Communications Officer: Bahar Entezari
 - vi. Academic Coordinator (ex-officio): Adriyan Hrycyszyn
 - vii. Student Interest Group Coordinator (SIGCO; ex-officio): Sloane Kowal
 - viii. Student Representative to the Admissions Committee (ex-officio): Mary Foley

13. Amendments to the constitution

Proposed motion (a): Motion to Amend the Duties of Officers to Update Training Requirements, Christine Moon, Kiera Liblik

- a. Questions
 - i. Rae: there will be a lot of people on council multiple years in a row, aside from fourth year council, will these people be exempt as well?
 - 1. Christine: everyone else will have to re-do the training (literature has shown this should be refreshed), fourth years exempt just because they will be away at clerkship
- b. No direct negatives
- c. Motion adopted *nemine contradicente*

Proposed motion (b): Motion to Add the Role of Equity Officer Junior, Christine Moon, Kiera Liblik

- a. Important to note that this role will have a more in-depth EDI training requirement
- b. No questions
- c. No direct negatives
- d. Motion adopted *nemine contradicente*

Proposed motion (c): Motion to Add an Equity Committee, Christine Moon, Kiera Liblik

- a. Questions
 - i. Darwin: how does it differ from the faculty of health sciences EDI committee and subcommittee?
 - 1. Christine: those committees are faculty-wide, providing initiatives for students, faculty, and staff – does not necessarily have to do with the work of the AS; proposed committee is specific to QMED
 - ii. Angie: how does this proposed committee differ from the global health committee?
 - 1. Christine: global health mirrors the work of the CFMS (outward facing), with members sitting on the CFMS; the work will not overlap between committees; this new committee will direct QMED-specific work (pursuing equity in QMED); this committee

is a space for student groups to approach, not necessarily recruiting members

- iii. Alison: the global health committee does not only have members whom also sit on the CFMS, can you clarify the difference in the roles of members?
 - 1. Jessica: global health committee at Queen's is structured to work with CFMS; this new committee will allow people to work more closely in internal equity work
- iv. Iku (comment): having been highly involved with internal equity work at QMED, I can speak to the fact that they have been mostly done unofficially; the purpose of the committee is to give a home to students doing this work in equity at QMED
- v. Angie: can you further explain the role of the global health committee?
 - 1. Jessica: as Global Affairs Officer, someone in this position would not necessarily be best suited to oversee QMED-specific equity work
 - 2. Christine: this is not an attempt to take away the work of the global health Equity and Advocacy Subcommittee, but this is a home for initiatives that do not already have one
- b. No direct negatives
- c. Motion adopted *nemine contradicente*

Proposed motion (d): Motion to Amend the Duties of the Equity Officer, Senior, Christine Moon, Zahra Haq

- a. No questions
- b. No direct negatives
- c. Motion adopted *nemine contradicente*

Proposed motion (e): Motion to Amend the Role of Student Representatives to the Admissions Committee, Christine Moon, Kiera Liblik

- a. No Questions
- b. No direct negatives
- c. Motion adopted *nemine contradicente*

Proposed motion (f): Motion to Add Ex-Officio Positions to Non-Elected Offices, Marielle Balanaser, Kiera Liblik

- a. No questions
- b. No direct negatives
- c. Motion adopted *nemine contradicente*

Proposed motion (g): Motion to Add Chair's Privilege to Governance Committee, Marielle Balanaser, Zahra Haq

- a. No questions
- b. No direct negatives
- c. Motion adopted *nemine contradicente*

Proposed motion (h): Motion to Amend the Duties of the University Affairs Officer, Senior, Tony Li, Kiera Liblik

- a. No questions
- b. No direct negatives
- c. Motion adopted *nemine contradicente*

Proposed motion (i): Motion to Increase Transparency of the First Year Class Council Budget, Bahar Entezari, Angie Salomon

- a. No questions
- b. No direct negatives
- c. Motion adopted *nemine contradicente*

Proposed motion (j): Motion to Increase Transparency of the Second Year Class Council Budget, Bahar Entezari, Christine Moon

- a. No questions
- b. No direct negatives
- c. Motion adopted *nemine contradicente*

Proposed motion (k): Motion to Increase Transparency of the Clerkship Class, Bahar Entezari, Kiera Liblik

- a. No questions
- b. No direct negatives
- c. Motion adopted *nemine contradicente*

14. AS Council Honorary Council President Selection Policy Statement

- a. Students of all four years can give nominations of who they believe would be a good candidate for honorary president – 2-week nomination period
- b. Followed by a working group to select top ten nominated candidates
- c. AS Council members can vote their top three choices each – preferential voting
- d. Highest ranked candidate who accepts the role will be elected as Honorary President
- e. Amended by William Khoury, seconded by Angie Salomon
 - i. Change “Equity Officer” to “Equity Officer Senior”
- f. Motion to adopt this policy statement by William Khoury, Tony Li
- g. Motion adopted *nemine contradicente*

15. Question and Answer Period

- a. Angie: going back to the newly created equity committee, was there a mandate for the subcommittee specified in the constitution?
 - i. Christine: there is no recruitment, just an open space to support equity-seeking students and provide them with guidance and potential funding from the equity officers; there are already two subcommittee groups who have approached the AS seeking such support
 - ii. Angie: so this committee helps with funding, official support and institutional memory?
 - iii. Christine: yes

16. Motion to end meeting, Kiera Liblik, William Khoury

- a. Meeting adjourned at 6:50PM

Appendix

Proposed Motion (a)

Date: 15/10/2020

Proposed by: Christine Moon, Equity Officer; Tony Li, President; Ayla Raabis, former Equity Officer.

Motion to Amend the Duties of Officers to Update Training Requirements

WHEREAS: The Aesculapian Society recognizes the need to ensure all Council members and officers have a foundational understanding of equity principles;

BE IT FURTHER RESOLVED THAT the constitution be amended as follows

Prior Version		Amended Version	
By Law No. 1		By Law No. 11	
Part 5 - Duties of Officers		Part 5 - Duties of Officers	
5.1	<p>It shall be the duty of each officer of the Society Council to:</p> <ul style="list-style-type: none"> (a) Attend all meetings of Council; (b) Carry out the duties of their portfolio as described in the Constitution in collaboration with AS Officers and UGME faculty and staff; (c) Develop respectful working relationships with AS Officers and UGME faculty and staff; (d) Mutually agree on a set of expectations based on the Officer’s roles and responsibilities as outlined in the Society’s constitution; 	5.1	<p>It shall be the duty of each officer of the Society Council to:</p> <ul style="list-style-type: none"> (a) Attend all meetings of Council; (b) Carry out the duties of their portfolio as described in the Constitution in collaboration with AS Officers and UGME faculty and staff; (c) Develop respectful working relationships with AS Officers and UGME faculty and staff; (d) Mutually agree on a set of expectations based on the Officer’s roles and responsibilities as outlined in the Society’s constitution; (e) Attend mandatory training as stipulated by the Equity Officer, Senior, in the fall term. If unable

			<p>to attend, must notify the Equity Officer and fulfill remedial training requirements. This training is also mandatory for all members of Class Council, and ex-officio members of the Aesculapian Society.</p> <p>(i) Members of the 4th Year Class Council who have attended the mandatory equity training the year prior will be excused from this training requirement.</p>
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Proposed Motion (b)

Date: 15/10/2020

Proposed by: Christine Moon, Equity Officer; Ayla Raabis, former Equity Officer.

Motion to Add the Role of Equity Officer Junior

WHEREAS: The work of the Equity Officer has increased since the position’s establishment two years ago;

ALSO WHEREAS: The Equity Officer role requires training, networks, and expertise that would benefit from two terms of training and on-boarding;

BE IT RESOLVED THAT: The role of Equity Officer, Junior be added to the constitution;

BE IT FURTHER RESOLVED THAT the constitution be amended as follows

Prior Version		Amended Version	
By Law No. 1		By Law No. 1	
Part 2 - Membership		Part 2 - Membership	
2.1 (a)	Non-Executive Council i. Vice-President of External Affairs, Junior; ii. Communications Officer; iii. Treasurer; iv. University Affairs Officer, Senior; v. University Affairs Officer, Junior; vi. Social Affairs Officer; vii. Athletics Officer (2); viii. Global Health Liaison, Senior; ix. Global Health Liaison, Junior; x. Student Initiatives and Research Officer; xi. Wellness Officer; xii. Equity Officer; xiii. First Year President; xiv. Second Year President; and xv. Clerkship Co-President(s)	2.1. (a)	Non-Executive Council i. Vice-President of External Affairs, Junior; ii. Communications Officer; iii. Treasurer; iv. University Affairs Officer, Senior; v. University Affairs Officer, Junior; vi. Social Affairs Officer; vii. Athletics Officer (2); viii. Global Health Liaison, Senior; ix. Global Health Liaison, Junior; x. Student Initiatives and Research Officer; xi. Wellness Officer; xii. Equity Officer, Senior; xiii. Equity Officer, Junior. xiii. xiv. First Year President; xiv. xv. Second Year President; and xv. xvi. Clerkship Co-President(s)

By Law No. 1		By Law No. 1																			
Part 3 - Membership		Part 3 - Membership																			
3.1	<table border="1"> <tr> <td>January</td> <td>First Year Professionalism Representatives</td> <td rowspan="2">Immediately upon election</td> <td>August 31- of same year</td> </tr> <tr> <td></td> <td>Clerkship Curriculum Representatives</td> <td>End of Clerkship</td> </tr> </table>	January	First Year Professionalism Representatives	Immediately upon election	August 31- of same year		Clerkship Curriculum Representatives	End of Clerkship	3.1	<table border="1"> <tr> <td>January</td> <td>First Year Professionalism Representatives</td> <td rowspan="2">Immediately upon election</td> <td>August 31- of same year</td> </tr> <tr> <td></td> <td>Clerkship Curriculum Representatives</td> <td>End of Clerkship</td> </tr> <tr> <td></td> <td>Equity Officer, Junior</td> <td></td> <td>August 31 of same year</td> </tr> </table>	January	First Year Professionalism Representatives	Immediately upon election	August 31- of same year		Clerkship Curriculum Representatives	End of Clerkship		Equity Officer, Junior		August 31 of same year
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	Clerkship Curriculum Representatives		End of Clerkship																		
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	Clerkship Curriculum Representatives		End of Clerkship																		
	Equity Officer, Junior		August 31 of same year																		
3.6	<p>Non-Elected Offices – the following offices shall not be directly elected positions unless the previous Council's junior representative is unable or unwilling to assume the senior role:</p> <p>(a) The office of Vice-President of External Affairs, Senior, shall be assumed by the previous Council’s Vice-President of External Affairs, Junior;</p> <p>(b) The office of Vice-President of Finance shall be assumed by the previous Council’s Treasurer;</p> <p>(c) The office of Past President shall be assumed by the previous Council’s President;</p> <p>(d) The office of Global Health Liaison, Senior, shall be assumed by the previous Council’s Global Health Liaison, Junior;</p> <p>(e) The office of University Affairs Officer, Senior, shall be assumed by the previous Council’s University Affairs Officer, Junior;</p> <p>(f) The Honorary President shall be chosen from amongst the Honorary Members of the Society; and</p> <p>(g) In the event that there is no junior representative to assume the more senior position, the senior position shall be open only to medical students in their second year or above during the September election.</p>	3.6	<p>3.1 Non-Elected Offices – the following offices shall not be directly elected positions unless the previous Council's junior representative is unable or unwilling to assume the senior role:</p> <p>(a) The office of Vice-President of External Affairs, Senior, shall be assumed by the previous Council’s Vice-President of External Affairs, Junior;</p> <p>(b) The office of Vice-President of Finance shall be assumed by the previous Council’s Treasurer;</p> <p>(c) The office of Past President shall be assumed by the previous Council’s President;</p> <p>(d) The office of Global Health Liaison, Senior, shall be assumed by the previous Council’s Global Health Liaison, Junior;</p> <p>(e) The office of University Affairs Officer, Senior, shall be assumed by the previous Council’s University Affairs Officer, Junior;</p> <p>(f) The office of Equity Officer, Senior, shall be assumed by the previous Equity Officer, Junior;</p> <p>(g) The Honorary President shall be chosen from amongst the Honorary Members of the Society; and</p> <p>(hg) In the event that there is no junior representative to assume the more senior position, the senior position shall be open only to medical students in their second year or above during the September</p>																		

			election.
By Law No. 1		By Law No. 1	
Part 5 - Duties of Officers		Part 5 - Duties of Officers	
		5.19	<p>Equity Officer, Junior</p> <ul style="list-style-type: none"> (a) The Equity Officer shall represent the interests of members on issues relating to equity, diversity, and inclusivity. (b) Represent the AS on the Diversity panel. (c) Report on activities to the Director of Equity and Diversity as needed. (d) Act as a liaison between student groups pertaining to equity, diversity, and inclusivity. (e) Facilitate opportunities for members to express concerns, ideas, and opinions for issues of equity. (f) Shall not act as a disciplinarian, but as a resource, ally, and advocate for student equity concerns. (g) Update the resource document of the incoming Equity Officers with contemporary, relevant knowledge. (h) Coordinate equity training for Orientation Week leaders. (i) Support AS members and faculty in the development and implementation of equitable learning materials and environments. (j) Complete mandatory training as per the transition document provided to the

			<p>Equity Officer, including:</p> <ul style="list-style-type: none"> (i) Accessibility for Ontarians with Disabilities Act (AODA) Training Suite (all modules); (ii) Working Together: Building an Inclusive Queen’s Community. <p>(k) Support the work of the Equity Committee and their subcommittees, and co-chair along with the Equity Officer, Senior. .</p> <p>(l) Submit the budget application, and manage the budget and coordinate with relevant AS officers on this matter.</p> <p>(m) The Equity Officer, Junior will assume the role of Equity Officer, Senior, at the end of their term.</p>
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Proposed Motion (c)

Date: 15/10/2020

Proposed by: Christine Moon, Equity Officer; Ayla Raabis, former Equity Officer; Jessica Ho, Global Health Senior.

Motion to Add an Equity Committee

WHEREAS: There is increasing interest in, and need for equity-related work at Queen’s Medicine;

ALSO WHEREAS: There are equity-seeking groups at Queen’s Medicine that seek support and institutional memory that can be provided by the Aesculapian Society;

ALSO WHEREAS: The work of these equity-seeking groups is not covered in the mandate of the Global Health Committee’s Equity and Advocacy Subcommittee, or by the CFMS;

BE IT RESOLVED THAT: An Equity Committee be added to the portfolio of the Equity Officer, to support the work of students;

BE IT FURTHER RESOLVED THAT the constitution be amended as follows.

Prior Version		Amended Version	
By Law No. 9		By Law No.9	
		Part 8 -- Equity Committee	
		8.1	The Equity Committee (EC) will be chaired by the Equity Officer, Senior, and co-chaired by the Equity Officer, Junior. (a) The EC will conduct work independently from the Global Health Committee and the CFMS, though they may work in conjunction where appropriate.
		8.2	Any general member, or groups of members, may propose an Equity Subcommittee, to the Equity Officers.
		8.3	Subcommittees will represent equity-seeking groups in medicine, or pursue equity, diversity, inclusion,

			<p>and justice objectives within medicine or within the School of Medicine.</p> <p>Subcommittees shall communicate work and progress with Equity Officers, maintaining appropriate confidentiality, to update the Officers and the Aesculapian Society Council on its work.</p>
		<p>8.4</p>	<p>Subcommittees may request financial and other support from the AS council.</p> <ul style="list-style-type: none"> (a) All AS funding for each subcommittee will be mediated via the Equity Officers. (b) Subcommittees must not receive financial support from any other AS body, including but not limited to the Global Health Portfolio and the ASIG.

Proposed Motion (d)

Date: 15/10/2020

Proposed by: Christine Moon, Equity Officer; Ayla Raabis, former Equity Officer.

Motion to Amend the Duties of the Equity Officer, Senior

WHEREAS: A motion to add the role of Equity Officer, Junior, has been proposed;

ALSO WHEREAS: The role of Equity Officer, Senior, has evolved in the two years since its establishment;

BE IT RESOLVED THAT: the constitution be amended as follows

Prior Version		Amended Version	
By Law No. 1		By Law No. 1	
Part 5 - Duties of Officers		Part 5 - Duties of Officers	
5.18	Equity Officer (a) The Equity Officer shall represent the interests of members on issues relating to equity, diversity, and inclusivity. (b) Sit on the AS Budget Review Committee, and ASIG grant distribution committee. (c) Represent the AS on the Diversity panel. (d) Report on activities to the Director of Equity and Diversity as needed. (e) Act as a liaison between student groups pertaining to equity, diversity, and inclusivity. (f) Facilitate opportunities for members to express concerns, ideas, and opinions for issues of equity. (g) Shall not act as a disciplinarian, but as a	5.18	Equity Officer, Senior (a) The Equity Officer shall represent the interests of members on issues relating to equity, diversity, and inclusivity. (b) Sit on the AS Budget Review Committee, and ASIG grant distribution committee. (c) Represent the AS on the Diversity panel. (d) Report on activities to the Director of Equity and Diversity as needed. (e) Act as a liaison between student groups pertaining to equity, diversity, and inclusivity. (f) Facilitate opportunities for members to express concerns, ideas, and opinions for issues of equity. (g) Shall not act as a disciplinarian, but as a

	<p>resource, ally, and advocate for student equity concerns.</p> <p>(h) Update the resource document of the incoming Equity Officer with contemporary, relevant knowledge.</p> <p>(i) Organize Anti-Oppression Training for interested members of the Aesculapian Society Council and for general members.</p> <p>(j) Coordinate equity training for Orientation Week leaders.</p> <p>(k) Support AS members and faculty in the development and implementation of equitable learning materials and environments.</p> <p>(l) Complete training as per the transition document provided to the Equity Officer.</p>	<p>resource, ally, and advocate for student equity concerns.</p> <p>(h) Update the resource document of the incoming Equity Officers with contemporary, relevant knowledge.</p> <p>(i) Organize mandatory Anti-Oppression and Equity Training for all members of the Aesculapian Society Council, and for class councils each fall.</p> <p>(j) Organize Anti-Oppression and Equity Training for interested general members of the Aesculapian Society. Council and for general members.</p> <p>(k) Coordinate equity training for Orientation Week leaders.</p> <p>(lk) Support AS members and faculty in the development and implementation of equitable learning materials and environments.</p> <p>(ml) Complete training as per the transition document provided to the Equity Officers.</p> <p>(n) Chair and support the work of the Equity Committee and their subcommittees, and relay their progress to the AS.</p> <p>(o) Act as the liaison between the Student Representatives to the Admissions Committee (ex-officio), and the AS Council, as well as with the AS general body.</p> <p>(p) Chair the Selection Committee for the Student Representative to the Admissions Committee.</p>
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Proposed Motion (e)

Date: 15/10/2020

Proposed by: Christine Moon, Equity Officer; Tony Li, President; Kiera Liblik, VP Finance; Jessica Ho, Global Health Senior; Ayla Raabis, former Equity Officer; Danny Jomaa, Past President.

Motion to Amend the Role of Student Representatives to the Admissions Committee

WHEREAS: The Aesculapian Society is committed to pursuing equity, diversity and including at the School of Medicine;

ALSO WHEREAS: The Aesculapian Society supports its own Demands to the Admissions Committee, which seek changes in policy and practice at Queen’s Medicine Admissions;

BE IT RESOLVED THAT: The roles of Student Representatives to the Admissions be added as ex-officio positions;

BE IT FURTHER RESOLVED THAT the constitution be amended as follows

Prior Version		Amended Version	
By Law No. 11		By Law No. 11	
1.1	The Aesculapian Society has been given the right by Faculty to have two (2) students on the Medical Admissions Committee. These positions are filled by the VP Finance and Treasurer of the AS Council, unless a conflict of interest in declared by either party.	1.1	The Aesculapian Society has been given the right by Faculty to have two (2) students on the Medical Admissions Committee. These positions are filled by the two Student Representatives to the Admissions Committee VP Finance and Treasurer of the AS Council , unless a conflict of interest isn declared by either party. These Student Representatives are ex-officio members of the Aesculapian Society and do not have voting privileges.

<p>1.2</p>	<p>Should either of these students declare a conflict of interest to the Admissions Committee, they must be replaced by another elected member of council who does not have a conflict of interest. Should there be no elected members of council without a conflict of interest, the position may be opened to a student from the general membership without a conflict of interest. Every effort must be made to have one (1) first-year and one (1) second-year student representative. Applications for this position should be submitted to the VP Finance or Treasurer, whoever has not declared a conflict of interest. If both the VP Finance and Treasurer have declared a conflict of interest, the VP Finance must notify the Admissions Committee to find replacements from the student body, with recommendations for elected council members first, and general membership if there are no AS voting members without a conflict of interest.</p>	<p>1.2</p>	<p>Should either of these students declare a conflict of interest to the Admissions Committee, they must be replaced by another selected general body member of council who does not have a conflict of interest. Should there be no elected members of council without a conflict of interest, the position may be opened to a student from the general membership without a conflict of interest. Every effort must be made to have one (1) first-year and one (1) second-year student representative. Applications for this position should be submitted to the Chief Electoral Officer. VP Finance or Treasurer, whoever has not declared a conflict of interest. If both the VP Finance and Treasurer have declared a conflict of interest, the VP Finance must notify the Admissions Committee to find replacements from the student body, with recommendations for elected council members first, and general membership if there are no AS voting members without a conflict of interest.</p>
<p>1.3</p>	<p>The Admissions Committee representative term is always two years in duration, unless a conflict of interest arises during a student’s second year, in which case they would be asked to step</p>	<p>1.3</p>	<p>The Admissions Committee representative term is always two years in duration, unless a conflict of interest arises during a student’s second year, in which case they would be asked to step down</p>

	<p>down early. Should the elected Treasurer know of a potential conflict of interest that could arise anytime during their two year term, they shall recuse themselves from the Admissions Committee prior to starting their term so that they may be replaced by an AS member who will be able to serve the full two years.</p>		<p>early, and another candidate will be selected. Should the elected Treasurer selected first-year representative know of a potential conflict of interest that could arise anytime during their two year term, they shall recuse themselves from the Admissions Committee prior to starting their term so that they may be replaced by Selection Committee, by an AS general body member as AS member who will be able to serve the full two years.</p>
		<p>1.4</p>	<p>The Admissions Committee Representatives will report on its work status and any other updates to the Equity Officer, Senior, ensuring compliance with all confidentiality and non-disclosure agreements as set by the Admissions Committee.</p> <p>(a) Updates will include monthly status updates, and a written year-end report.</p> <p>(b) The Equity Officer, Senior will be responsible for relaying relevant information about the status of the Admissions Committee, to the Aesculapian Society at the regular meetings of the AS.</p>
<p>By Law No. 1</p>		<p>By Law No. 1</p>	

Part 2 - Membership		Part 2 - Membership	
2.1 (b)	Non-Voting Members	2.1 (b)	Non-Voting Members vi. Student Representative to the Admissions Committee
By Law No. 1		By Law No. 1	
Part 5 - Duties of Officers		Part 5 - Duties of Officers	
5.5	<p>Vice-President of Finance</p> <p>(c) Along with the Treasurer, represent the Society on the Admissions Committee.</p> <p>(d) Act as an advisor to the Treasurer.</p> <p>(e) Comply with all rules and regulations concerning the finances of the Society as specified in By-law 3, and shall oversee compliance with the Society’s Budget.</p> <p>(f) Represent the Society on the Student Interest Group Committee.</p> <p>(g) Arrange the Society’s book sales each spring (e.g. Toronto Notes), or delegate this to the Treasurer.</p> <p>(h) Develop long-term financial goals for the society, and develop procedures to meet such goals.</p> <p>(i) Be responsible for creating the financial year-end statements. These are to be presented at the Annual General Meeting along with the proposed budget prepared</p>		<p>Vice-President of Finance</p> <p>(e) Along with the Treasurer, represent the Society on the Admissions Committee.</p> <p>(ec) Act as an advisor to the Treasurer.</p> <p>(ed) Comply with all rules and regulations concerning the finances of the Society as specified in By-law 3, and shall oversee compliance with the Society’s Budget.</p> <p>(fe) Represent the Society on the Student Interest Group Committee.</p> <p>(fg) Arrange the Society’s book sales each spring (e.g. Toronto Notes), or delegate this to the Treasurer.</p> <p>(gh) Develop long-term financial goals for the society, and develop procedures to meet such goals.</p> <p>(hi) Be responsible for creating the financial year-end statements. These are to be presented at the Annual General Meeting along with the proposed budget prepared by the Treasurer. Copies shall be</p>

	<p>by the Treasurer. Copies shall be distributed to council members.</p> <p>(j) Be responsible for managing the AS PayPal account.</p> <p>(k) Act as chair of the ASIG committee for distribution of the Aesculapian Society Initiative Grants (ASIG) as outlined in the policy statement titled “Aesculapian Society Initiative Grants”.</p> <p>(l) Act as chair of the Budget Review Committee.</p>		<p>distributed to council members.</p> <p>(ij) Be responsible for managing the AS PayPal account.</p> <p>(jk) Act as chair of the ASIG committee for distribution of the Aesculapian Society Initiative Grants (ASIG) as outlined in the policy statement titled “Aesculapian Society Initiative Grants”.</p> <p>(kl) Act as chair of the Budget Review Committee.</p>
	<p>Treasurer</p> <p>(f) Represent the Society on the Admissions Committee, along with the Vice-President of Finance.</p> <p>(g) Arrange the Society’s book sales each spring (e.g. Toronto Notes), if delegated this task by the VP Finance.</p> <p>(h) The treasurer will assume the Vice President of Finance position at the end of their term as treasurer.</p>		<p>Treasurer</p> <p>(f) Represent the Society on the Admissions Committee, along with the Vice President of Finance.</p> <p>(fg) Arrange the Society’s book sales each spring (e.g. Toronto Notes), if delegated this task by the VP Finance.</p> <p>(gh) The treasurer will assume the Vice President of Finance position at the end of their term as treasurer.</p>

Proposed Motion (f)

Date: Oct. 21, 2020

Proposed by: Marielle Balanaser, Speaker/CEO

Motion to Add Ex-Officio Positions to Non-Elected Offices

WHEREAS: The Society has three ex-officio positions that are not directly elected, but selected by an application process

ALSO WHEREAS: The non-elected offices section assumes that all non-elected offices involve a junior to senior transition

ALSO WHEREAS: Currently, these positions are not formally reflected as non-elected offices in the constitution

BE IT RESOLVED THAT the constitution be amended as follows

Prior Version		Amended Version	
By Law No. 1		By Law No. 1	
Section No. 3.6		Section No. 3.6	
3.6	<p>Non-Elected Offices – the following offices shall not be directly elected positions unless the previous Council's junior representative is unable or unwilling to assume the senior role:</p> <p>(a) The office of Vice-President of External Affairs, Senior, shall be assumed by the previous Council’s Vice-President of External Affairs, Junior;</p> <p>(b) The office of Vice-President of Finance shall be assumed by the previous Council’s Treasurer;</p> <p>(c) The office of Past President shall be assumed by the previous Council’s President;</p> <p>(d) The office of Global Health Liaison, Senior, shall be assumed by</p>	3.6	<p>Non-Elected Offices – the following offices shall not be directly elected positions unless the previous Council's junior representative is unable or unwilling to assume the senior role [(a)-(e)], or the officer is selected via a non-elected application process [(g)-(h)]:</p> <p>(a) The office of Vice-President of External Affairs, Senior, shall be assumed by the previous Council’s Vice-President of External Affairs, Junior;</p> <p>(b) The office of Vice-President of Finance shall be assumed by the previous Council’s Treasurer;</p> <p>(c) The office of Past President shall be assumed by the previous Council’s President;</p>

	<p>the previous Council’s Global Health Liaison, Junior;</p> <p>(e) The office of University Affairs Officer, Senior, shall be assumed by the previous Council’s University Affairs Officer, Junior;</p> <p>(f) The Honorary President shall be chosen from amongst the Honorary Members of the Society; and</p> <p>(g) In the event that there is no junior representative to assume the more senior position, the senior position shall be open only to medical students in their second year or above during the September election.</p>	<p>(d) The office of Global Health Liaison, Senior, shall be assumed by the previous Council’s Global Health Liaison, Junior;</p> <p>(e) The office of University Affairs Officer, Senior, shall be assumed by the previous Council’s University Affairs Officer, Junior;</p> <p>(f) In the event that there is no junior representative to assume the more senior position, the senior position shall be open only to medical students in their second year or above during the September election.</p> <p>(g) The Honorary President shall be chosen from amongst the Honorary Members of the Society; and</p> <p>(h) Ex-officio roles shall be selected via a blind application process facilitated by the Chief Electoral Officer and with selection of each mediated by the following respective officers:</p> <ul style="list-style-type: none"> i) Academic Coordinator; VP Academic ii) Student Interest Group Coordinator (SIGCO); SIRO iii) Student Representative to the Admissions Committee; selection committee led by Equity Officer
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Proposed Motion (g)

Date: Oct. 21, 2020

Proposed by: Marielle Balanaser, Speaker/CEO

Motion to Add Chair’s Privilege to Governance Committee

WHEREAS: The Constitution designates the Speaker/CEO as chair of the Governance Committee

ALSO WHEREAS: Varying committee needs and goals sometimes necessitate the expertise of an outside member not formally included in the Governance Committee member structure

ALSO WHEREAS: Chair’s Privilege allows the Speaker/CEO to invite outside members to Governance Committee meetings at their discretion

BE IT RESOLVED THAT the constitution be amended as follows

Prior Version		Amended Version	
By Law No. 9		By Law No. 9	
Section No. 2		Section No. 2	
2.3	The Governance Committee shall meet according to the following criteria: (a) The Governance Committee shall meet a minimum of once per semester to ensure that a full review of the Constitution is completed before the end of the academic year.	2.3	The Governance Committee shall meet according to the following criteria: (a) The Governance Committee shall meet a minimum of once per semester to ensure that a full review of the Constitution is completed before the end of the academic year. (b) As chair of the Governance Committee, the Speaker/CEO has Chair’s Privilege to invite outside members to Governance Committee meetings at their discretion, in order to best serve the needs of the Governance Committee and the Society.

Proposed Motion (h)

Date: 15/10/2020

Proposed by: Anthony Li, President; William Khoury, University Affairs Officer Senior

Motion to Amend the Duties of the University Affairs Officer, Senior

WHEREAS: There has been no established lead for the selection of the Honorary President;

ALSO WHEREAS: The responsibilities of the University Affairs Officer, Senior, include representing the AS at a university level;

BE IT RESOLVED THAT: the constitution be amended as follows

Prior Version		Amended Version	
By Law No. 1		By Law No. 1	
Part 5 - Duties of Officers		Part 5 - Duties of Officers	
5.12	5.12 University Affairs Officer, Senior shall: (a) Promote student interest in Queen’s undergraduate community events and interprofessional events. (b) Represent the AS on the SGPS Council, and its committees as needed. (c) Attend all SGPS meetings and keep the AS well informed of SGPS activities. (d) Act as the AS representative at all interprofessional meetings and events. (e) Help facilitate interprofessional involvement in interest groups. (f) Represent the Society's interprofessional interests to external groups, including but not limited to the Canadian Federation of Medical Students and the National Health Science Students Association.	5.12	5.12 University Affairs Officer, Senior shall: (a) Promote student interest in Queen’s undergraduate community events and interprofessional events. (b) Represent the AS on the SGPS Council, and its committees as needed. (c) Attend all SGPS meetings and keep the AS well informed of SGPS activities. (d) Act as the AS representative at all interprofessional meetings and events. (e) Help facilitate interprofessional involvement in interest groups. (f) Represent the Society's interprofessional interests to external groups, including but not limited to the Canadian Federation of Medical Students and the National Health Science Students Association. (g) Lead the selection process for the Honorary President

Proposed Motion (i)

Date: 14/10/2020

Proposed by: Bahar Entezari, Communications Officer

Motion to Increase Transparency of the First Year Class Council Budget

WHEREAS: the financial operations of the first year class council should be transparent and made accessible to members of the class and the Aesculapian Society

BE IT RESOLVED THAT: the first year class council Treasurer be responsible for making financial records available to any member of the class or Aesculapian Society

BE IT FURTHER RESOLVED THAT the constitution be amended as follows

Prior Version		Amended Version	
By Law No. 2		By Law No. 2	
Section No. 5		Section No. 5	
5.9	5.9 Treasurer (a) Open class council bank account along with the President and Vice President as signing officers. (b) Create and maintain the class council budget for the year, overseeing its responsible use. (c) Deposit cash/cheques and reimburse council members.	5.9	5.9 Treasurer (a) Open class council bank account along with the President and Vice President as signing officers. (b) Create and maintain the class council budget for the year, overseeing its responsible use. (c) Deposit cash/cheques and reimburse council members. (d) Make financial records of the first year council available upon request to any member of the class or Aesculapian Society.

Proposed Motion (j)

Date: 14/10/2020

Proposed by: Bahar Entezari, Communications Officer

Motion to Increase Transparency of the Second Year Class Council Budget

WHEREAS: the financial operations of the second year class council should be transparent and made accessible to members of the class and the Aesculapian Society

BE IT RESOLVED THAT: the second year class council Treasurer be responsible for making financial records available to any member of the class or Aesculapian Society

BE IT FURTHER RESOLVED THAT the constitution be amended as follows

Prior Version		Amended Version	
By Law No. 2		By Law No. 2	
Section No. 6		Section No. 6	
6.8	6.8 Treasurer (a) Create and maintain the class council budget for the year. (b) Deposit cash/cheques and reimburse council members.	6.8	6.8 Treasurer (a) Create and maintain the class council budget for the year. (b) Deposit cash/cheques and reimburse council members. (c) Make financial records of the second year council available upon request to any member of the class or Aesculapian Society.

Proposed Motion (k)

Date: 14/10/2020

Proposed by: Bahar Entezari, Communications Officer

Motion to Increase Transparency of the Clerkship Class Council Budgets

WHEREAS: the financial operations of the clerkship class councils should be transparent and made accessible to members of the class and the Aesculapian Society

WHEREAS: access to the third and fourth year class councils’ budgets is currently restricted to members of those classes and the Aesculapian Society Council

BE IT RESOLVED THAT: the third and fourth year class council Treasurers be responsible for making financial records available to any member of their classes or the Aesculapian Society

BE IT FURTHER RESOLVED THAT the constitution be amended as follows

Prior Version		Amended Version	
By Law No. 2		By Law No. 2	
Section No. 7		Section No. 7	
7.10 (d)	7.10 Treasurer (a) Act as the primary financial officer for the clerkship council and oversee the class bank account. (b) Keep an accurate, up to date record of all monies received, banked and spent by the clerkship council. (c) Keep a file of receipts to correspond with all of the clerkship council’s expenses. (d) Make financial records of the clerkship council available upon request to any member of the class or Aesculapian Society Council.	7.10 (d)	7.10 Treasurer (a) Act as the primary financial officer for the clerkship council and oversee the class bank account. (b) Keep an accurate, up to date record of all monies received, banked and spent by the clerkship council. (c) Keep a file of receipts to correspond with all of the clerkship council’s expenses. (d) Make financial records of the clerkship council available upon request to any member of the class or Aesculapian Society.